

# GRANADA SANITARY DISTRICT

## OF SAN MATEO COUNTY

455 Avenue Alhambra, #6 ~ P.O. Box 335 ~ El Granada, California 94018  
Telephone: (650) 726-7093 ~ Facsimile: (650) 726-7099 ~ Email: gsd@netwiz.net

### AGENDA

## BOARD OF DIRECTORS MEETING

March 20, 2003, 7:30 p.m.

*The Board has the right to take action on any of the items listed on the Agenda.  
The Board reserves the right to change the order of the agenda items, to  
postpone agenda items to a later date, or to table items indefinitely.*

**CALL MEETING TO ORDER:** District Office, 455 Ave. Alhambra #6, El Granada

**ROLL CALL**

Directors:	President:	William Katke
	Vice President:	Leonard Woren
	Secretary:	Fran Pollard
	Treasurer:	Laura Stein
	Board Member:	Shawn McGraw
Staff:	General Manager:	Chuck Duffy
	Administrator:	Gina Holmes
	Asst. Administrator:	Delia Comito
	Legal Counsel:	Jonathan Wittwer

**PLEDGE OF ALLEGIANCE**

**GENERAL PUBLIC PARTICIPATION**

Communications from the Public and members of the District Board and District staff concerning matters not on the agenda. Speakers are limited to 3 minutes each.

**ACTION AGENDA**

1. Consideration of leasing new District office space.  
**Recommendation:** That the Board direct the General Manager to negotiate a lease for the office space option chosen.
2. Consideration of District employees Holmes and Comito contract renewal.  
**Recommendation:** To be made by the Board of Directors.

### **CONSENT AGENDA**

All matters listed under the Consent Agenda are considered routine by the Board of Directors, and will be acted upon by a single vote of the Board. There will be no separate discussion of any of these items unless a member of the Board so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate Action Agenda item.

3. Approval of Special Meeting Minutes for February 20, 2003.
4. Approval of Regular Meeting Minutes for February 20, 2003.
5. Approval of March 2003 warrants totaling \$141,619.41 (Ck # 3855 to #3894).
6. Approval of January 2003 Financial Statements.
7. Approval of Bond Administration Fund distribution #50 to GSD in the amount of \$26,734.25. (Reimbursement for Assessment District Expenses paid from General Account).
8. Approval of Independent Contractor Agreement for Wittwer & Parkin, LLP as District General Counsel.

### **DIRECTORS' COMMENTS AND COMMITTEE REPORTS**

9. Sewer Authority Mid-Coastside: Directors Woren and McGraw report on meeting held on February 24, 2003.
10. Report on other seminars, conferences, or committee meetings.

### **INFORMATION CALENDAR**

11. General Manager's Report.  
CSD Update.
12. Administrator's Reports.  
Administrative Activities February/March 2003.
13. Engineer's Report.
14. Attorney's Report.

### **FUTURE AGENDA ITEMS**

### **ADJOURN**

At the conclusion of the February 20, 2003 meeting: Last Ordinance adopted: No. 152;  
Last Resolution adopted: No. 2002-020.